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Reports
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ELEVENTH ANNUAL REPORT
OF
THE TRUSTEES
OF THE
INDIANA INSTITUTE
FOR THE
Education of the Blind.
TO THE GOVERNOR.
FOR THE YEAR 1857.

ELEVENTH ANNUAL REPORT

OF

THE TRUSTEES

OF THE

INDIANA INSTITUTE

FOR THE

Education of the Blind.

TO THE GOVERNOR.

INDIANAPOLIS:

JOSEPH J. BINGHAM, STATE PRINTER,
1857.

OFFICERS OF THE INSTITUTE.

TRUSTEES,

JAMES G. READ, *President.*

E. W. H. ELLIS, *Secretary.*

JOHN F. CARR,

JOHN H. COOK,

WM. B. McCULLOUGH,

NATHAN B. PALMER.

SUPERINTENDENT,

DR. JAMES McWORKMAN.

PRINCIPAL TEACHER,

GRANVILLE M. BALLARD.

TEACHER IN FEMALE DEPARTMENT,

MISS ELIZA W. BOWMAN.

MATRON,

MRS. JULIETTE McWORKMAN.

TEACHER OF MUSIC,

MISS LUCINDA M. MORLEY.

PHYSICIAN,

LIVINGSTON DUNLAP, M. D.

TRUSTEES' REPORT.

To His Excellency, ASHBEL P. WILLARD,

Governor of the State of Indiana:

In compliance with the requirements of Law, the Trustees of the Indiana Institute for the Education of the Blind, have the honor to submit their Eleventh Annual Report.

The financial operations of the Institute for the year ending Oct. 31st, 1857, have been as follows:

Receipts for 1857.

Balance in Treasury, Oct. 31, 1857.....	\$8,858 52
Receipts from Work Department.....	2,229 88
From Pupils' Clothing refunded.....	179 68
From Miscellaneous sources.....	20 00
Advance from Counties for Pupils' Clothing.....	983 22
Total.....	\$12,271 30

Expenditures for 1857.

For Work Department.....	\$3,169 60
For Miscellaneous Expenses.....	625 61
For Current Expenses.....	8,466 51
For Construction and Repairs.....	936 63
For Printing and Stationery.....	127 25
For Officers and Salaries.....	3,130 38
For Fuel and Lights.....	1,517 99
For Pupils' Clothing.....	1,165 24
For Furniture Account.....	458 68
For Sinking Fund Loan.....	6,000 00
Total.....	\$25,597 89

Showing an excess of expenditure, of \$13,326 59; but as a portion of the above-mentioned balance in the Treasury, to wit: the sum of \$1,349 37, is an unexpended balance of the appropriation for the new heating apparatus; the true excess of expenditures above the receipts of the Institute, and the existing appropriations, is the sum of \$14,675 96.

While the Board are aware that this over-draft is not expressly provided for by statutory enactment, they find their justification in the necessities of the case, and particularly in the paramount provisions of the constitution. Section 1, of article IX, of that instrument, reads as follows:

“SECTION 1. It shall be the duty of the General Assembly to provide, by law, for the support of the Institutions for the Education of the Deaf and Dumb, and of the Blind; and also, for the treatment of the Insane.”

Had this duty been properly discharged, there would have been no question as to the propriety of the acts of the Trustees. The Board knew full well the high regard in which these institutions were held by the people of the State, and felt that they would be recreant to the important trusts committed to their charge, if they failed to exert every possible energy, and assume every responsibility necessary to continue the Institute in operation to the close of the term. On several former occasions, when the appropriations were exhausted, they had lent their individual names, and involved themselves pecuniarily, for the purpose of accomplishing this end. In the present case they had made such estimates and asked for such appropriations as they believed would be sufficient to carry the Institute to the close of the session. The estimate proved insufficient from various causes, chiefly, however, from the advance in every species of provisions, but as the deficiency occurred during the session of the Legislature, whose duty it was to provide against such a contingency, the Board regard themselves as fully exonerated.

If, from any cause whatever, the estimates should be too small, or the Legislature, disregarding the estimates, should refuse to make a sufficient appropriation, must the Institute, in defiance of the wishes of the people, and the plain and unequivocal

language of the constitution, be peremptorily closed? Or, should the Trustees, rather than be silent spectators of this calamity, and see the Blind sent back to desolate or dreary homes, endeavor to prevent it by the use of their own individual means or credit, must they be maligned and censured by a Legislative body whose business it is to provide the means for its support? Conscious of having performed only our duty we leave these questions for the consideration of a generous and humane people.

The following statement will show the annual expenditures for the support of the Institute for 1854-5-6 and 7:

Expenses for 1854.....	\$13,978 34
Expenses for 1855.....	19,794 31
Expenses for 1856.....	22,292 96
Expenses for 1857.....	19,597 89

The Board feel very confident, that, under the present management and superintendence of the Institute, a further reduction may be made in the expenditures.

The number of pupils in attendance during these years were, respectively, as follows, to wit:

In 1854.....	77
In 1855.....	77
In 1856.....	73
In 1857.....	63

The Board have taken no further measures for the construction of the new heating apparatus, for want of the necessary appropriation. The expenditure already made for this purpose is for such portions of the work as will be of utility, whatever plan may be finally adopted. The work is much needed, and should be completed at the earliest possible day.

The expenditures for the current year are estimated as follows:

Estimated Expenditures for the year ending Oct. 31, 1858.

For Current Expenses.....	\$8,000 00
For Improvements and Repairs.....	1,000 00
For Furniture.....	300 00

For Officers and Salaries.....	3,000 00
For Incidental Expenses.....	1,000 00
For Miscellaneous Expenses.....	1,000 00
Total.....	<hr/> \$14,300 00

The claim against Dr. ELIJAH NEWLAND, late Treasurer of State, amounting to \$1,362 23, still remaining unadjusted, the Board, at their May session, 1857, adopted the following order:

“Ordered, That the Governor be requested to bring suit, on behalf of the Institute, in the Marion Circuit Court, against Dr. E. NEWLAND, late Treasurer of State, for the sum alleged to be due from him.”

At the July session they ordered as follows:

“Ordered, That the Attorney General be requested to bring suit, in the Marion Circuit Court, against ELIJAH NEWLAND, late Treasurer of State, for the recovery of certain moneys alleged to be due from him to the Institute, and that the Secretary furnish him a copy of this order.”

It is hoped, therefore, that, by the prompt action of these officers, this long litigated contest may be satisfactorily adjusted. It is due to Dr. Newland to say, that he has on all occasions courted a full and free investigation of this matter, and is ready at any moment to pay over such sums, if any, as may be finally adjudicated against him.

In March, 1857, suit was commenced against the Trustees, involving the title to the ground occupied by the Institute, and thereupon they adopted the following order:

“WHEREAS, Suit has been commenced against the Trustees of the Institute, in the Marion Circuit Court, involving the title to the grounds occupied by the Institute, therefore,

“Ordered, That the Secretary be directed to notify the Governor of the pendency of said suit, and request him to have such action taken as may best protect the interests of the State.”

In July, they adopted the following supplementary order:

“Ordered, That Hon. James Morrison be appointed attorney of this Board, in association with the Attorney General, in the case of the Jameson Heirs v. The Trustees of the Institute, and that the Secretary be directed to notify the Attorney General and the said Morrison of this appointment.”

While the Board entertain no doubt of the validity of the title of the State, they deemed it their duty to provide able and experienced counsel for its defense.

The connection of Prof. Larrabee with the Institute as Superintendent, expired by resignation on the 1st of February last, and his place was supplied by the election of Dr. James McWorkman, of Boone county.

Thus far the Board have found him, in all the requisits of a Superintendent, eminently qualified for the position, and bear cheerful testimony to the zeal and ability with which he has entered upon the discharge of its duties. A healthy economy has been introduced, which must result in the saving of several thousand dollars per annum in the expenditures. A more careful supervision has been exercised over the morals and habits of the pupils, and greater efforts made for their advancement in their several branches of study.

At the close of the recent term the following pupils, upon the recommendation of the Superintendent, were graduated and honorably discharged, to-wit:

GEORGE O. WORK, of Allen county,
AARON GEYGER, of Lawrence county,
THANKFUL C. LOVEJOY, of Warrick county,
MARY C. THRALL, of Lagrange county,
EMILY J. COLE, of Switzerland county,
RACHEL MARTIN, of Randolph county.

The Board trust they will ever bear in grateful remembrance the noble charity, which has contributed so much to their happiness and intellectual advancement, and that their future characters and careers in life may reflect credit upon the Institute, and furnish the highest and most sincere evidence of their gratitude.

At the close of the term in July, the legislature having failed

to make provision for its continuance, the Board were constrained to announce, with great reluctance and sincere regret, to the pupils and the public, that the future opening of the Institute was indefinitely postponed. The anxiety of the pupils and their grief upon learning the final result can be better imagined than described. Some were going to sad and dreary homes, some had no living relations at whose firesides they would be welcome, and others had before them only the choice between the poor house and private charity.

But at the September term of the Board the following communication was laid before them, to-wit:

"At a meeting of the officers of State, held on the 16th day of September, 1857, the following resolution was unanimously adopted.

"Resolved, That we advise the Treasurer of State to advance, out of any money in his possession belonging to the State of Indiana, sufficient funds to support the Indiana Asylum for the Insane, and the Institutions for educating the Deaf and Dumb, and Blind.

ASHBEL P. WILLARD, *Governor of the State of Indiana,*
JOSEPH E. McDONALD, *Attorney General of the State,*
AQUILLA JONES, *Treasurer of State,*
JOHN W. DODD, *Auditor of State,*
DANIEL McCLURE, *Secretary of State."*

Upon this guaranty the Board resolved to re-open the Institute on the 19th day of October, and notice to that effect was accordingly given.

The following is the organization of the Institute for the ensuing year:

Dr. James McWorkman, Superintendent, salary \$800, with board in the Institute.

Mr. Granville M. Ballard, Principal Male Teacher, salary \$400 and board in the Institute.

Miss Eliza W. Bowman, Teacher in the Female Department, salary \$200 and board in the Institute.

Mrs. Juliette McWorkman, Matron, salary \$300 and board in the Institute.

Miss Lucinda M. Morley, Teacher of Music, salary \$300 and board in the Institute.

Appended hereto will be found the Reports of the Superintendent, the Secretary and the Treasurer, to which attention is solicited.

Respectfully,

JAMES G. READ,

President of the Board of Trustees.

E. W. H. ELLIS, *Secretary.*

Indianapolis, November 1, 1857.

SUPERINTENDENT'S REPORT.

His Excellency, A. P. WILLARD,

SIR:—On the 1st day of February, 1857, I entered upon the discharge of my duties as Superintendent of this Institution. With a knowledge of the unpleasant difficulties which had arisen to mar the usefulness of the Institution, embarrass and annoy those who had occupied the position before me, I confess I assumed its duties with fear and trembling and with an unaffected consciousness that my inexperience would for a period prevent my performing the important duties entrusted to me, not only to my own, but to the satisfaction of the public. I undertook, however, the duties devolved upon me with the determination to work such a change in the management and general internal economy of the Institution as were evidently demanded, without giving offence to those with whom I was immediately connected, and secure their co-operation. In all my efforts to accomplish these results I have, at all times, had the encouragement and aid of the Board of Trustees. Some reforms and changes have been effected during my administration of the affairs of the Institution. Yet much, very much remains to be accomplished before that system, discipline and economy shall prevail which should characterize every establishment of this kind, and be satisfactory to the people whose public spirit and philanthropy have so liberally endowed our noble State charities. It also affords me pleasure to state, in this connection, that the officers and teachers associated with me in the management of the Institution, and also the pupils, with scarcely an exception, have manifested a ready disposition to aid me in introducing all needed reforms designed for its better government. I have taken special pains to explain to all within the Institution the

necessity of discipline and the object of the rules which have been adopted to control its affairs. Thus far I have found that it has only been necessary to explain to the pupils the justness and propriety of a rule to secure its observance on their part.

One great difficulty which has attended the management of the Institution has been the officious intermeddling of "outsiders," and I regret to say that this kind of interference is not confined altogether to those without. Notwithstanding the most diligent efforts of those having the good of the Institution at heart to prevent disaffection and to secure discipline, a mutinous spirit is occasionally manifested by its employees. One evil spirit of this kind can do much to cause disaffection and insubordination within the Institution and spread evil reports of its character abroad. I refer to this subject to show the necessity of an enforcement of the rules adopted for the government of the Institution, and that the public should not lend a willing ear to the tales of the mischief-maker. Although I have seen this spirit at work to foment disturbance, yet thus far I have escaped their evil influences. No sympathy should ever be extended to those who set themselves up in opposition to legal authority; yet unfortunately there is in the community a class of persons who are ever willing to extend to the turbulent "aid and comfort." A competent Board of Trustees have supervisory charge of all that concerns its affairs, who are ever watchful of all that effects its character or its interests. To them should be submitted whatever may be deemed unjust in the administration of the Institution, as the proper tribunal for the settlement and determination of the justness of all such complaints and for redress.

During the past year Providence has smiled most propitiously upon our numerous family. No death or even serious case of illness has occurred among either officers or pupils. We flatter ourselves that this immunity from disease is attributable in no small degree to the rigid enforcement of the rules requiring regular hours for sleeping, eating and exercise, as well as frequent bathing. That these hygeinic means have had much to do in preventing disease amongst us can hardly admit of a doubt. Yet we feel that much is due our Physician, Dr. L. Dunlap, whose watchful care, prompt and skilful interference in the administration of the appropriate remedies have evidently, in

many instances, averted what might have otherwise resulted in serious and protracted disease.

In our literary and musical department very commendable proficiency has been made by the most of our pupils. The majority of the blind evince quite as great facility in acquiring education as the average of those blessed with sight. Indeed I am not quite sure but that in history, arithmetic, as well as in the higher branches of mathematics, they even excel. Without the slightest disposition to underate the importance of a thorough system of education for the blind, I may be permitted to say that, in my judgment, teachers in their zeal to accomplish much, often fall short of the object in view.

More attention should be paid to the elementary branches of education, and less to the higher. Pupils should be well taught in those branches which fit them for the active duties of life. To this, attention should be first directed. A sound English education, embracing the history and geography of our own country, combined with that which is of no less importance, a good trade, is what the blind most need. This much effected, and a great work has been performed, quite as much, I apprehend, as can be accomplished in the time pupils are usually permitted to remain in our Institution.

I would not be understood, however, as entertaining the opinion that the blind are not capable of attaining to the highest scale of education. Yet, considering the age that pupils generally attain before they enter the Institution, and the length of time they are permitted to remain, it is scarcely possible to give them a thorough, or what is sometimes termed a *finished* education, and at the same time such a knowledge of handicraft, as may enable them to support themselves respectably.

Of no less value to the blind is a good musical education. Many of them are able when they leave the school, to turn their musical acquirements to very profitable account. But aside from the importance of a musical education as a means of support, there is nothing that affords the unfortunate blind so much consolation as the ability to perform well upon some musical instrument. It is this more than any other accomplishment, that possesses the influence to soothe his otherwise sad heart,

and rob the dark night through which he gropes his way, of much of its monotony. For this reason too much attention can hardly be bestowed upon this branch of education.

If, after the accomplishment of a good English education, and the acquirement of a good trade, opportunity be offered them, the blind might properly be enlightened in the higher branches of education. But it may be questioned whether the State should be called upon to do more for this unfortunate class, than to give them that education, and instruct them in some employment, which will promote their usefulness, happiness, and capacity to provide for themselves. When this is done, it gives the blind themselves the means of further proficiency, if they desire it.

In the Work Department, my highest expectations of the capacity of the blind to successfully prosecute certain branches of handicraft, have been more than realized. The manufacture of brooms, brushes, and various kinds of willow-work, are the leading branches taught in this department. Carpet-weaving, and the manufacture of mats and mattresses, are pursued only to a limited extent. It has been found in most, if not all the institutions of this kind, that the manufacture of brooms is the most remunerative business yet discovered. Pupils are taught in all the different employments followed in the Institution, so that when they quit the work-shops, they may be enabled to pursue that particular branch they may find most profitable. The manufacture of willow-work has not been made sufficiently profitable, either in this or the eastern institutions, to warrant the opinion that it can be made a business which the blind can depend on as a means of acquiring a support. For this reason it has been abandoned in some of the older institutions, and may be in our own. In our Institute the younger boys are principally employed in the manufacture of brushes; it is a business for which the blind seem to have a peculiar aptitude. The brushes made by them will not suffer by comparison, either in point of finish or durability, with those manufactured by mechanics who have the aid of sight. Our female pupils are generally employed in the manufacture of "*fancy bead-work*;" this species of handicraft, as its name implies, is purely fancy, and possesses no utility whatever. It is purchased by visitors

simply on account of its novelty, and to show what can be accomplished by the blind. Even its novelty, however, is rapidly giving way, so that in a short time this occupation will fail, and become utterly profitless. We are now making an effort to teach plain sewing, knitting, etc., which promises to be quite successful. As an incentive, I offered a prize to the young lady who should knit the best pair of socks, and as a result several pairs were produced which exhibited satisfactory skill and capacity for this kind of work.

In the New York Institution, the manufacture of paper boxes, such as band-boxes, shoe-boxes, etc., has been tried, but even in that great city where the demand for such articles is greater than any where else, the business has not by any means afforded encouragement to the friends of the blind.

Having reflected much on the necessity of introducing some new species of handicraft into our Work Department adapted to the capacity of the blind, particularly the females, it occurred to me that the manufacture of palm leaf hats would prove the most appropriate. That the blind will be able to manufacture hats of this sort, I have no doubt; and that it could be made a profitable employment in any part of the country, even the rural districts, will hardly be questioned. In accordance with these views, I suggested to Mr. Cooper of the New York Institution, and Mr. Chapin of the Pennsylvania Institution, during a late visit, my conviction of the practicability of introducing into our Work Departments the manufacture of these hats, and was gratified with the favor the suggestion met with from these intelligent gentleman, both of whom have had large experience in connection with the blind. I trust that upon the re-opening of this Institution, a full and fair trial will be given to this business.

Before closing my remarks upon this department, I desire to say that I am thoroughly convinced that some plan ought to be adopted to give our graduates permanent employment in our work-shops. Some such plan would not only better comport with the principles of benevolence, but would do honor to the State. A system of the kind, called the "Home Department," has already been put in operation in some of the eastern institutions, and although not fully approved by all who have charge

of institutions for the blind, yet Mr. Chapin, who has, perhaps, given the subject more attention, and has more fully attested its practicability than any of his cotemporaries, speaks in the highest commendation of its workings.

The following statement exhibits the business of the Work Department since the 1st day of February, 1857:

Cash received.....	\$1,600 43	
Value of Brooms manufactured.....		\$870 29
Value of Brushes manufactured.....		95 61
Value of Willow Work manufactured.....		114 70
Value of Weaving.....		166 54
Value of Miscellaneous Articles.....		9 00
Value of Articles manufactured by girls.....		94 42
Total.....		<hr/> \$1,350 56

Expenses of Work Department.

Amount expended for Material.....	\$463 75	
Salaries of Teachers.....	403 00	
		<hr/> \$866 75
Showing a balance in favor of Work department.....	\$483 81	

As no invoice of the amount of material on hand on the 1st day of February was taken, the above statement may not be precisely correct, but it is believed to approximate very nearly a true statement.

I regret to have to report that our building is very much out of repair. The failure of the heating apparatus introduced into the building some years since has had the effect of deranging all our bathing fixtures, and has in various ways interfered with the comfort and convenience of our household. All the pipes connecting with the bath-rooms and water-closets are so much out of repair that they have been abandoned. At present the whole building is warmed by stoves. I need not add that the use of stoves in an extensive establishment of this kind requires constant watchfulness to prevent accidents by fire. We trust that before another winter the new heating apparatus which is

now partially completed will be put in operation, which will add not only to the comfort of all, but will materially obviate the danger from fire. Many minor repairs are imperatively demanded to preserve the building, all of which, however, will have to lay over till the legislature again assembles, when it is hoped that the credit of the State will be redeemed by liberal appropriations for her unfortunate children, many of whom are now thrown out upon the world to buffet the waves of misfortune as best they can.

You will see by the catalogue appended to the report, that the number of pupils in attendance the past year was sixty-three.

Respectfully,

J. McWORKMAN.

CATALOGUE.

LIST of Pupils in attendance during the year ending October 31, 1857.

No.	NAMES.	RESIDENCE.	CAUSE OF BLINDNESS.
1	Aaron Gyger.....	Lawrence county.....	Scarlet Fever.
2	George Oliver Work.....	Allen County.....	Congenital.
3	Lawrence D. Taylor.....	Marshal county.....	Inflammation.
4	Garey Stafford.....	Union county.....	Inflammation.
5	Sarah S. Morgan.....	Union county.....	Inflammation.
6	Margaret Ellen Barnes.....	Decatur county.....	Congenital.
7	Sarah Catharine Barnes.....	Decatur county.....	Congenital.
8	John William Record.....	Marion county.....	Congenital.
9	Rachel Martin.....	Randolph county.....	Congenital.
10	Robert Cope.....	Jefferson county.....	Congenital.
11	William T. Tooms.....	Scott county.....	Congenital.
12	Rebecca Sedam.....	Johnson county.....	Scarlet Fever.
13	Nancy C. Smith.....	Harrison county.....	Congenital.
14	Sarah Ann Hamilton.....	Sullivan county.....	Congenital.
15	Thomas L. Goodwin.....	Hancock county.....	Congenital.
16	Mary Catharine Thrall.....	Lagrange county.....	Inflammation.
17	Mary Ellen Smith.....	Harrison county.....	Congenital.
18	Emily J. Cole.....	Switzerland county....	Fever.
19	Thankful Cordelia Lovejoy.....	Warrick county.....	Congenital.
20	Catharine McKinsey.....	Clinton county.....	Congenital.
21	Abram McClellan.....	Sullivan county.....	Inflammation.
22	Lucina McClellan.....	Sullivan county.....	Inflammation.
23	Charles McLain.....	Delaware county.....	Inflammation.
24	John Ford.....	Marion county.....	Inflammation.
25	Mahala French.....	Henry county.....	Scarlet Fever.
26	Helen Marr Ayres.....	Switzerland county....	Congenital.
27	Joseph Martin Perry.....	Marion county.....	Inflammation.
28	Samuel Standford Lindley.....	Washington county....	Cataract.
29	Frederick Schlaw.....	Dearborn county.....	Inflammation.
30	Thomas Sullivan.....	Adams county.....	Unknown.
31	Adam Hall.....	Boone county.....	Congenital.
32	Mary Margaret Cramer.....	Noble county.....	Inflammation.
33	Louisa Briggs.....	Clark county.....	Inflammation.
34	William S. Manning.....	Vigo county.....	Measles.
35	Mary Maria Crume.....	Decatur county.....	Scarlet Fever.
36	Margaret Ann Paul.....	Ripley county.....	Accident.

List of Pupils.—Continued.

No.	NAMES.	RESIDENCE.	CAUSE OF BLINDNESS
37	George W. Briggs	Clark county	Inflammation.
38	Catharine Elizabeth Dixon	Delaware county.....	Erysipelas.
39	Mary Ann Harden	Bartholomew county...	Congenital.
40	Edwin Cory	Gibson county	Fever.
41	Rosanna Garrison	Morgan county.....	Congenital.
42	Naomi Ewing	Fountain county.....	Scarlet Fever.
43	Lydia Talbee	Boone county.....	Congenital.
44	Sophia Bixler	Allen county.....	Inflammation.
45	Susan Elizabeth Garrison	Morgan county.....	Congenital.
46	Anna Cullen	White county.....	Fever.
47	Melissa Garrison	Morgan county.....	Congenital.
48	Levi Sylvester Walton	Martin county.....	Inflammation.
49	Margaret Louisa Fitzpatrick.....	Delaware county.....	Cataract.
50	Mary Maloney	Wayne county	Unknown.
51	Jane Smith	Hendricks county	Fever.
52	Juliet Bryant	Lawrence county	Inflammation.
53	Hester Marshal	Johnson county.....	Inflammation.
54	Milton S. Holman	Delaware county.....	Typhoid Fever.
55	John Richhart	Kosciusko county.....	Congenital.
56	Joseph Shores	Grant county.....	Congenital.
57	Cynthia Talbee	Boone county.....	Congenital.
58	Margaret Alexander	Hendricks county	Fever.
59	Benjamin F. Tooms	Clark county	Congenital.
60	Lavina Talbee	Boone county.....	Congenital.
61	Stephen Feeny	Marion county.....	Fever.
62	George Read	Putnam county.....	Accident.
63	Phebe Garrison	Morgan county.....	Congenital.

SECRETARY'S REPORT.

The receipts and expenditures for the Institute for the Education of the Blind from the 1st day of November, 1856, to the 31st day of October, 1857, inclusive, were as follows:

Warrants drawn on Treasurer.

Date of Warrant.	No.	To whom issued and on what Account.	Amount.
1856.			
Nov. 12,	864	W. C. Larrabee, expenses of work department.....	\$102 71
Nov. 12,	865	W. C. Larrabee, current expenses.....	168 55
Nov. 12,	866	W. C. Larrabee, miscellaneous expenses.....	14 75
Nov. 12,	867	Root & Chambers, for repairs on verandas.....	365 75
Nov. 12,	868	E. Danforth, for broom corn.....	320 00
Nov. 12,	869	Peter Smith, broom corn.....	700 00
Nov. 12,	870	L. S. Newell, bill of sheet music.....	10 87
Nov. 12,	871	Ind. Coal Co., for coal.....	13 50
Nov. 12,	872	Wright, Bates & Maguire for groceries.....	15 85
Nov. 12,	873	Pa. Inst. for Blind, for work material.....	244 00
Nov. 12,	874	H. Tilly & Co., for soap.....	53 22
Nov. 12,	875	W. L. Ramsey, for plumbing.....	8 55
Nov. 12,	876	S. McGiffin, expenses of work department.....	13 40
Nov. 12,	877	E. Drumbur, repairs.....	4 00
Nov. 12,	878	I. Davis & Co., repairs.....	5 35
Nov. 12,	879	Althea A. Paxton, services as teacher.....	42 00
Nov. 12,	880	Brazil Coal Co., for coal.....	30 00
Nov. 12,	881	John S. Tarkington, for notarial services.....	20 00
Nov. 12,	882	E. W. H. Ellis, services as Secretary.....	75 00
Nov. 12,	883	J. H. Cook, trustee.....	4 00
Nov. 12,	884	James G. Read, trustee.....	63 46
Nov. 12,	885	W. B. McCulloch, trustee.....	12 80
1857.			
Jan. 14,	886	W. C. Larrabee, current expenses.....	286 56
Jan. 14,	887	W. C. Larrabee, expenses of work department.....	153 60
Jan. 14,	888	W. C. Larrabee, miscellaneous expenses.....	23 26
Jan. 14,	889	W. C. Larrabee, expenses of work department.....	149 18
Jan. 14,	890	W. C. Larrabee, current expenses.....	333 28
Jan. 14,	891	S. McMullen, bill of groceries.....	454 95
Jan. 14,	892	Robert Traub, hay.....	15 00
Jan. 14,	893	S. McGiffin, broom corn.....	79 80
Jan. 14,	894	Indianapolis Gas Co., gas for Oct., Nov., and Dec.....	139 50
Jan. 14,	895	H. Cooper, work material.....	27 50
Jan. 14,	896	Adams Express Co., work material.....	48 50
Jan. 14,	897	W. L. Ramsey, repairs.....	116 30
Jan. 14,	898	Carey & Co., work material.....	290 40
Jan. 14,	899	A. B. Willard, pupils' clothing.....	9 59
Jan. 14,	900	A. B. Willard, work material.....	37 50
Jan. 14,	901	Ind. & Cin. R. R. Co., freight bill.....	45 04
Jan. 14,	902	Thomas Reynor, sawing wood.....	95 50
Jan. 14,	903	Aaron Boyer, broom handles.....	56 00
Jan. 14,	904	Middleton & Co., engravings for report.....	25 00
Jan. 14,	905	Jacob Lindley, crockery.....	36 45
Jan. 14,	906	J. R. Griffith, furniture.....	7 50

Warrants drawn on Treasurer.—Continued.

Date of Warrant.	No.	To whom issued and on what account.	Amount.
1857.			
Jan. 14,	907	W. Phelps, broom corn	\$19 80
Jan. 14,	908	W. W. Wick, postage	10 11
Jan. 14,	909	W. H. Turner, for wood	322 50
Jan. 14,	910	James White, for wood	21 00
Jan. 14,	911	S. W. Drew, repairs	35 65
Jan. 14,	912	I. P. & C. R. R. Co., freight	7 93
Jan. 14,	913	J. Reinhart, repairs	7 55
Jan. 14,	914	W. Sheets, rent of Masonic Hall	20 00
Jan. 14,	915	J. H. Ross, coal	6 75
Jan. 14,	916	Kirlin & Fitzgibbon, groceries	50 77
Jan. 14,	917	Severin & Co., fodder	18 00
Jan. 14,	918	Ind. Cent. R. R. Co. freight	3 40
Jan. 14,	919	G. F. McGinnis, pupils' clothing	1 75
Jan. 14,	920	Andrew Fisher, repairs	16 70
Jan. 14,	921	J. F. Clere & Co., work material	36 25
Jan. 14,	922	G. W. Pitts, ice bill	13 15
Jan. 14,	923	C. Zimmerman, repairs	5 00
Jan. 14,	924	James Sulgrove, repairs	7 75
Jan. 14,	925	Barth & Topp, wood	300 00
Jan. 14,	926	J. L. Crawford, pupils' clothing	2 70
Jan. 14,	927	Hannaman & Duzan, materials for repairs	14 11
Jan. 14,	928	Thompson & Woodburn, medical bill	25 00
Jan. 14,	929	L. S. Newell, salary to Jan. 1, 1857	175 00
Jan. 14,	930	C. M. Walker, salary to Jan. 1, 1857	100 00
Jan. 14,	931	S. McGiffin, salary to Jan. 1, 1857	87 50
Jan. 14,	932	M. E. Dunn, salary to Jan. 1, 1857	75 00
Jan. 14,	933	E. W. Bowman, salary to Jan. 1, 1857	50 00
Jan. 14,	934	Margaret Belches, salary to Jan. 1, 1857	25 00
Jan. 14,	935	Ann A. Paxton, salary to Jan. 1, 1857	25 00
Jan. 14,	936	W. B. McCullough, trustee	12 20
Jan. 14,	937	J. G. Read, trustee	24 96
Jan. 14,	938	P. McNaught, pupils' clothing	93 90
Feb. 12,	939	W. C. Larrabee, current expenses	329 18
Feb. 12,	940	W. C. Larrabee, expenses of work department	156 15
Feb. 12,	941	W. C. Larrabee, miscellaneous expenses	39 50
Feb. 12,	942	Tousey & Byram, work material	19 10
Feb. 12,	943	Tousey & Byram, house furnishing	124 80
Feb. 12,	944	Tousey & Byram, pupils' clothing	146 27
Feb. 12,	945	J. M. Talbot, pupils' clothing	2 30
Feb. 12,	946	P. McNaught, pupils' clothing	10 50
Feb. 12,	947	J. K. Wheelan, pupils' clothing	22 05
Feb. 12,	948	J. K. Wheelan, work material	6 38
Feb. 12,	949	Ind. Coal Co., coal	108 00
Feb. 12,	950	W. C. Larrabee, pupils' clothing	141 70
Feb. 12,	951	R. Browning, medicine	45 50
Feb. 12,	952	Indianapolis Gas Co., gas for January	68 63
Feb. 12,	953	Stewart & Bowen, stationery	37 77
Feb. 12,	954	State Sentinel Co., for printing	8 50
Feb. 12,	955	Bauer & Goepfer, pupils' clothing	128 60
Feb. 12,	956	James White, wood	21 00
Feb. 12,	957	C. A. Nelson, labor in work department	30 00
Feb. 12,	958	A. Cutting, labor in work department	78 00
Feb. 12,	959	Lyttle Hall, repairs	2 00
Feb. 12,	960	Wright, Bates, & Maguire, groceries	344 17
Feb. 12,	961	McMillen & Gardner, groceries	92 13
Feb. 12,	962	Mills, Alford & Co., groceries	727 75
Feb. 12,	963	R. L. & A. W. McQuat, stoves and hardware	134 40
Feb. 12,	964	H. J. Horn, furnishing goods	86 44
Feb. 12,	965	Indianapolis & Cincinnati R. R. Co., freight	9 75
Feb. 12,	966	Peter Smith, broom corn	152 61
Feb. 12,	967	M. Hyland, repairs	9 00
Feb. 12,	968	W. W. Roberts, medicines	7 92
Feb. 12,	969	Adams Express Co., freight	13 45
Feb. 12,	970	H. S. Kellogg, furniture	26 22
Feb. 12,	971	J. F. Ramsay, furniture	6 00
Feb. 12,	972	H. Tilly & Co., bill of soap	26 07
Feb. 12,	973	M. Wolf, pupils' clothing	116 70
Feb. 12,	974	Browning & Meyer, work material	6 72
Feb. 12,	975	J. A. Vinnege, pupils' clothing	9 50
Feb. 12,	976	Alex. Metzcan, provisions	4 25
Feb. 12,	977	Severn & Co., feed	1 25
Feb. 12,	978	W. L. Ramsay, repairs	146 20

Warrants drawn on Treasurer.—Continued.

Date of Warrant.	No.	To whom issued and on what Account.	Amount.
1857.			\$500 00
Feb. 12,	1	James McWorkman, current expenses.....	12 76
Feb. 12,	2	J. H. Cook, trustee.....	20 00
Feb. 12,	3	N. B. Palmer, trustee.....	18 96
Feb. 12,	4	J. G. Read, trustee.....	14 20
Feb. 12,	5	John F. Carr, trustee.....	6 00
Feb. 12,	6	E. W. H. Ellis, trustee.....	446 96
March 25,	7	James McWorkman, current expenses.....	71 67
March 25,	8	James McWorkman, expenses of work department.....	26 33
March 25,	9	James McWorkman, repairs.....	19 85
March 25,	10	James McWorkman, fuel.....	9 88
March 25,	11	James McWorkman, stationery.....	75
March 25,	12	James McWorkman, pupils' clothing.....	288 47
March 25,	13	Mills, Alford & Co., groceries.....	15 25
March 25,	14	A. Knodle, pupils' clothing.....	39 25
March 25,	15	M. Wolf, pupils' clothing.....	39 12
March 25,	16	Gulick & Tweed, beef bills.....	63 38
March 25,	17	Indianapolis Gas Company, gas for February.....	15 65
March 25,	18	P. McNaught & Co., pupils' clothing.....	13 54
March 25,	19	Tousey & Byram, pupils' clothing.....	18 57
March 25,	20	Tousey & Byram, furnishing goods.....	3 75
March 25,	21	Tousey & Byram, work material.....	12 68
March 25,	22	J. H. Cook, trustee.....	318 02
April 15,	23	James McWorkman, current expenses.....	79 59
April 15,	24	James McWorkman, expenses of work department.....	6 50
April 15,	25	James McWorkman, repairs.....	27 00
April 15,	26	James McWorkman, fuel.....	1 73
April 15,	27	James McWorkman, pupils' clothing.....	9 10
April 15,	28	James McWorkman, stationery.....	55 57
April 15,	29	Lewis Nicolai, meat bill.....	18 30
April 15,	30	R. L. & A. W. McQuat, stove.....	4 20
April 15,	31	A. Knodle, pupils' clothing.....	39 00
April 15,	32	Indianapolis Gas Company, gas for March.....	6 18
April 15,	33	F. McCaskee, repairs.....	11 25
April 15,	34	John Burke, coal.....	6 30
April 15,	35	Root & Drake, castings.....	17 15
April 15,	36	P. McNaught, pupils' clothing.....	29 08
April 15,	37	Gulick & Tweed, meat bill.....	5 75
April 15,	38	Willard & Stowell, sheet music.....	16 90
April 15,	39	Scott & McLaughlin, groceries.....	286 56
April 15,	40	Mills, Alford & Co., groceries.....	12 88
April 15,	41	John H. Cook, trustee.....	1,000 00
April 15,	42	James McWorkman, sinking fund loan.....	175 00
April 15,	43	L. S. Newell, salary to April 1, 1857.....	100 00
April 15,	44	C. M. Walker, salary to April 1, 1857.....	87 50
April 15,	45	S. McGiffin, salary to April 1, 1857.....	87 50
April 15,	46	M. E. Dunn, salary to April 1, 1857.....	50 00
April 15,	47	E. W. Bowman, salary to April 1, 1857.....	25 00
April 15,	48	Margaret Belches, salary to April 1, 1857.....	25 00
April 15,	49	Ann A. Paxton, salary to April 1, 1857.....	25 00
April 15,	50	L. Duniap, salary to April 1, 1857.....	333 81
May 13,	51	James McWorkman, current expenses.....	42 38
May 13,	52	James McWorkman, expenses of work department.....	22 50
May 13,	53	James McWorkman, fuel.....	59 82
May 13,	54	James McWorkman, pupils' clothing.....	6 00
May 13,	55	James McWorkman, stationery.....	354 95
May 13,	56	Mills, Alford & Co., groceries.....	57 30
May 13,	57	H. Tilly & Co., soap bill.....	137 50
May 13,	58	Lafayette and Indianapolis Railroad Company, wood.....	28 88
May 13,	59	Indianapolis Gas Company, gas for April.....	127 32
May 13,	60	L. Nicolai, meat bill.....	30 88
May 13,	61	John H. Cook, trustee.....	104 80
May 13,	62	John F. Carr, trustee.....	155 80
May 13,	63	J. G. Read, trustee.....	64 00
May 13,	64	E. W. H. Ellis, trustee.....	2,500 00
May 13,	65	James McWorkman, sinking fund loan.....	761 58
May 13,	66	James McWorkman, current expenses.....	92 65
June 10,	67	James McWorkman, pupils' clothing.....	13 25
June 10,	68	James McWorkman, fuel.....	5 00
June 10,	69	James McWorkman, stationery.....	19 33
June 10,	70	James McWorkman, expenses of work department.....	7 00
June 10,	71	James McWorkman, repairs.....	12 88
June 10,	72	J. H. Cook, trustee.....	

Warrants drawn on Treasurer.—Continued.

Date of Warrant.	No.	To whom issued and on what Account.	Amount.
1857.			
June 10,	73	James McWorkman, sinking fund loan.....	\$1,000 00
July 15,	74	James McWorkman, current expenses.....	799 22
July 15,	75	James McWorkman, pupils' clothing.....	161 69
July 15,	76	James McWorkman, stationery.....	22 40
July 15,	77	James McWorkman, expenses of work department.....	44 68
July 15,	78	James McWorkman, repairs.....	35 77
July 15,	79	J. H. Cook, trustee.....	12 88
July 15,	80	L. S. Newell, salary to Oct. 1, 1857.....	350 00
July 15,	81	C. M. Walker, salary to Oct. 1, 1857.....	200 00
July 15,	82	S. McGiffin, salary to Oct. 1, 1857.....	175 00
July 15,	83	M. E. Dunn, salary to Oct. 1, 1857.....	175 00
July 15,	84	E. W. Bowman, salary to Oct. 1, 1857.....	100 00
July 15,	85	M. Belches, salary to Oct. 1, 1857.....	50 00
July 15,	86	A. A. Paxton, salary to Oct. 1, 1857.....	50 00
July 15,	87	L. Dunlap, salary to Oct. 1, 1857.....	50 00
July 15,	88	N. B. Palmer, trustee.....	38 00
July 15,	89	E. W. H. Ellis, trustee.....	24 00
July 15,	90	James McWorkman, sinking fund loan.....	1,500 00
August 11,	91	James McWorkman, current expenses.....	609 22
August 11,	92	James McWorkman, expenses of work department.....	206 13
August 11,	93	James McWorkman, pupils' clothing.....	54 60
August 11,	94	James McWorkman, repairs.....	103 14
August 11,	95	James McWorkman, stationery.....	3 00
Sept. 16,	96	J. H. Cook, trustee.....	12 88
Sept. 16,	97	James McWorkman, current expenses.....	178 32
Sept. 16,	98	James McWorkman, fuel.....	29 00
Sept. 16,	99	James McWorkman, expenses of work department.....	11 30
Sept. 16,	100	James McWorkman, stationery.....	2 60
Sept. 16,	101	James McWorkman, repairs.....	1 50
Sept. 16,	102	Kirland & Fitzgibbon, groceries.....	37 90
Sept. 16,	103	John H. Cook, trustee.....	12 88
Oct. 8,	104	James McWorkman, current expenses.....	154 90
Oct. 8,	105	James McWorkman, purchase of carriage.....	200 00
Oct. 8,	106	James McWorkman, purchase of horse.....	200 00
Oct. 8,	107	James McWorkman, stationery.....	23 00
Oct. 8,	108	James McWorkman, pupils' clothing.....	3 40
Oct. 8,	109	E. W. H. Ellis, trustee.....	48 50
Oct. 8,	110	J. H. Cook, trustee.....	16 88
Oct. 8,	111	Mills, Alford & Co., groceries.....	48 76
Total			\$15,878 23

Receipts by Treasurer.

Date of Receipt.	No.	From whom received.	Amount.
1856.			
Nov. 11,	94	W. C. Larrabee, work department.....	\$344 58
Nov. 11,	95	W. C. Larrabee, pupils' clothing	26 65
1857.			
Feb. 11,	96	W. C. Larrabee, pupils' clothing.....	116 51
Feb. 11,	97	W. C. Larrabee, work department.....	284 87
August 29,	98	James McWorkman, work department.....	1,511 28
August 29,	99	James McWorkman, pupils' clothing	36 52
August 29,	100	James McWorkman, miscellaneous	20 00
August 29,	101	James McWorkman, work department.....	89 15
Oct. 19,	102	County Treasurers, pupils' clothing.....	983 22
		Total	\$3,412 78

RECAPITULATION.

Receipts from November 1, 1856, to February 1, 1857, being the close of term of W. C. Larrabee, Superintendent.

Balance in treasury November 1, 1856....	\$8,858 52	
From work department.....	629 45	
From pupils' clothing	143 16	
	<hr/>	\$9,631 13

Expenditures for same period.

For work department.....	\$2,690 80	
For miscellaneous expenses.....	219 86	
For current expenses	3,012 55	
For construction and repairs.....	743 91	
For printing and stationery.....	46 27	
For officers and salaries.....	772 52	
For fuel and lights.....	1,126 38	
For pupils' clothing.....	685 56	
For furniture account.....	421 81	
	<hr/>	\$9,719 66

Receipts from commencement of term of James Mc Workman, Superintendent, February 1, 1857, to October 31, 1857.

From work department.....	\$1,600 43	
From pupils' clothing.....	36 52	
From miscellaneous sources.....	20 00	
From advance from counties for pupils' clothing.....	983 22	
	<hr/>	\$2,640 17

Expenditures for same period.

For current expenses.....	\$5,453 96	
For work department.....	478 80	
For construction and repairs.....	192 72	
For officers and salaries.....	2,357 86	
For printing and stationery.....	80 98	
For fuel and lights.....	391 61	

For pupils' clothing.....	479 68	
For furniture account.....	36 87	
For miscellaneous account.....	405 75	
For sinking fund loan.....	6,000 00	
		<u>\$15,878 23</u>

GENERAL RECAPITULATION.

Receipts.

Balance in treasury November 1, 1856	\$8,858 52
Receipts in W. C. Larrabee's term.....	772 61
Receipts in J. McWorkman's term.....	2,640 17
Total.....	<u>\$12,271 30</u>

Expenditures.

Expended in W. C. Larrabee's term.....	\$9,719 66
Expended in J. McWorkman's term.....	15,878 23
Total.....	<u>\$25,597 89</u>
Showing an excess of expenditures of.....	<u>\$13,326 59</u>

Adding to the foregoing excess the sum of \$1,349 37, being the balance of appropriation for the new heating apparatus, and the total excess of expenditures for the support of the Institute, over the receipts and appropriations, is the sum of \$14,675 93.

Included in the sum total of expenditures during the term of Superintendent McWorkman, is the item of \$6,000 for sinking fund loan. Deducting this and we are enabled to present the following comparative statement:

Expenses of first 4 months of the year.....	\$9,719 66
Expenses of last 8 months of the year.....	9,878 23
Total for the whole year.....	\$19,597 89

It is proper, however, to state that a considerable portion, perhaps \$2,000, of the warrants drawn during the term of Prof. Larrabee, were on account of expenditures during the preceding

year, and that the allowances for expenses of October are yet to be made.

In rendering the account, the sum of \$1,362 23, in controversy between the Institute and Elijah Newland, Esq., is still regarded as being in the treasury and belonging to the Institute.

Respectfully submitted.

E. W. H. ELLIS, *Secretary.*

Indianapolis, October 31, 1857.

Balance in treasury November 1, 1856	\$2,888 52
Receipts in W. C. Larabee's term	772 61
Receipts in J. McWorkman's term	2,840 17
Total	\$6,481 30

Expended in W. C. Larabee's term	\$2,719 60
Expended in J. McWorkman's term	12,378 23
Total	\$15,097 83
Showing an excess of expenditures of	\$8,616 53

Adding to the foregoing excess the sum of \$1,349 37, being the balance of appropriation for the new heating apparatus and the total excess of expenditures for the support of the Institute, over the receipts and appropriations, is the sum of \$9,965 90.

Included in the said total of expenditures during the term of Superintendant McWorkman is the item of \$6,000 for sinking fund loan. Deducting this and we are enabled to present the following comparative statement:

Expenses of first 4 months of the year	\$2,719 60
Expenses of last 8 months of the year	8,278 23
Total for the whole year	\$10,997 83

It is proper, however, to state that a considerable portion, perhaps \$2,000, of the warrants drawn during the term of J. C. Larabee, were on account of expenditures during the preceding

TREASURER'S REPORT.

OFFICE OF TREASURER OF STATE, }
Indianapolis, November 1, 1857. }

*To the Board of Commissioners of the
Indiana Institute for the Blind:*

GENTLEMEN:—There has been received into the treasury on account of said Institute for the fiscal year ending October 31, 1857, \$3,627 58.

And disbursed upon the same for the same period, \$19,954 51.

Yours,

AQUILLA JONES,
Treasurer of State.

BY-LAWS

OF THE

INDIANA INSTITUTE FOR EDUCATING THE BLIND.

ADOPTED JANUARY 9, 1856.

I.—OF THE BOARD OF TRUSTEES.

1. The Board of Trustees shall hold monthly meetings at the Institute, on Wednesday after the second Monday in every month, and four members shall constitute a quorum for the transaction of business.

2. Special meetings of the Board may be called by the Secretary upon the suggestion of the Superintendent, or upon the requisition of two members, or if in his own opinion the interests of the Institute require such meeting.

II.—OF THE PRESIDENT.

1. The Board at their meeting in April annually shall elect one of their number as President, who shall preside over the deliberations of each meeting, and shall be entitled to vote upon all questions before the Board.

III.—OF THE TREASURER.

1. The Treasurer shall, in addition to the duties prescribed by law, furnish the Board an annual statement of his receipts and disbursements, in detail; a summary of which shall be appended to the annual report of the Board.

IV.—OF THE SECRETARY.

1. The Board at their meeting in April, annually, shall elect one of their number as Secretary. He shall carry on the necessary correspondence of the Board, keep full minutes of the proceedings of each meeting, and furnish, when necessary, attested copies of the same to those whom they concern, and shall issue all notices of meetings of the Board.

2. He shall keep all accounts between the Board and the Treasurer, and shall draw all warrants upon the Treasurer for appropriations and allowances by the Board, and shall furnish the Board, in detail, a statement of the accounts of the Institute, to accompany their annual report.

V.—OF THE SUPERINTENDENT.

1. The Superintendent shall be chosen biennially by the Board, at their regular meeting in July, and his term of service shall commence on the first day of October succeeding his election.

2. He shall be the executive head of the Institute, and the medium of communication between it and the Board of Trustees. He shall be responsible to the Board for the faithful performance of all the duties assigned the subordinate officers, as well as for the advancement and good behavior of the pupils.

3. He shall refer to the Board of Trustees all applications for admission as pupils from those who do not come within the regulations, but in all other cases may admit the applicant without such reference. He shall keep a record of all those received into the Institute, embracing their names and ages, the causes and degrees of their blindness, the dates of their admission and discharge, the Post Office address of their parents or guardians, and such other information concerning them as may be deemed important.

4. In the school department he shall prescribe the course and methods of instruction, the time to be devoted by teachers and pupils to the several branches of study, the apparatus and text-books to be employed, the system of discipline, and other matters pertaining to the mental and moral improvement of the pupils. And it shall be his duty to make frequent visits to the

several class-rooms during the hours of instruction, for the purpose of keeping himself informed as to the progress and deportment of the pupils, and of making such suggestions to the teachers as he may deem useful. He shall devote at least two hours per day to the instruction, and attendance upon recitations of the several classes in the Institute, if his time can be reasonably spared from other necessary duties.

5. In the work department he shall prescribe the kinds of work to be learned by the pupils, and the number of hours per day to be devoted to it, fix the rate of compensation for labor performed and instruction given by graduates, or others employed as journeymen or assistants, as well as for the overwork of the pupils, and direct the manner in which the general business of the department shall be transacted. He shall be required to pass frequently through the several shops and work-rooms, for the purpose of keeping himself informed of the progress and deportment of the pupils, and of making such suggestions to the master mechanic and others employed as he may deem useful.

6. He shall provide the necessary apparatus for the workshops, purchase the work material, settle for all over work, keep a strict account of all moneys received for sales of stock, and pay the same over to the Treasurer, taking his receipt therefor. He shall report the transactions of the work department to the Board at each monthly meeting, with his vouchers for moneys paid into the Treasury, or expended on account of said department.

7. In the household department he shall prescribe the number of domestics and other assistants of a like character to be employed, fix the rates of their compensation, and shall exhibit in each monthly account a statement of the number, occupation and wages of persons so employed.

8. He shall see that all of the pupils are comfortably and respectably clad, and when their friends, through inability or neglect, fail to provide them with the necessary clothing, he shall supply the same, and lay the accounts therefor before the Board for allowance. He shall collect, as far as practicable, from the friends of the pupils or from the commissioners of the several counties in which they respectively reside, all sums, so

laid out, and shall pay all moneys so collected to the Treasurer, taking his receipt therefor.

9. All other minor expenses, whether of the household or school department, shall be defrayed by the Superintendent, and the bills and accounts for the same, certified by him shall be laid before the Board for their examination and allowance.

10. Whenever furniture, apparatus, work material or the like, to any considerable amount, shall in his judgment be needed, the Superintendent shall so inform the Trustees, and if they shall consent to the expenditure, he shall purchase the requisite articles upon the best practical terms, and shall certify to the correctness of all accounts before presenting them to the board for allowance.

11. He shall have care of all the buildings and grounds of the Institute, and shall see that they be kept constantly in order, both as to cleanliness and minor repairs.

12. He shall exercise due care in the promotion of the health of the pupils, by requiring of them frequent and thorough ablutions, exercise in the open air, and entire abstinence from all injurious practices, and by providing them with plain substantial diet, together with comfortable dormitory accommodations, and in all cases of sickness, shall see that they have prompt medical treatment, as well as every other necessary attention.

13. He shall use his utmost endeavors to imbue the minds of his pupils with the strictest principles of morality, and to induce them to avoid all unbecoming personal habits, requiring them to attend regularly upon public worship, at such place as may be severally chosen by themselves or their friends.

14. While he is enjoined to pay particular attention to the religious instruction of the pupils, he shall studiously avoid and prevent the inculcation of sectarian views, and the same care shall also be observed in regard to partizan politics.

15. He shall see that due respect always be had to the appropriate observance of the Sabbath, by all persons connected with the establishment, neither permitting visiting on that day at the Institute, nor allowing the pupils to make visits out of the house, or engage in improper occupations or amusements.

16. It shall be considered by him an essential feature in the management of the Institute, to prevent all unnecessary inter-

course between the male and female pupils, and he shall therefore see that they are never together, excepting in the class rooms during the hours of instruction, or in the presence of some officer of the Institute.

17. He shall make an annual report to the Trustees, embracing an account of the condition and progress of the several departments of the Institute, of the course of instruction pursued, and of the health and general improvement of the pupils, with suggestions for the advancement of the objects of the Institute.

18. In order that all the officers and other persons engaged in the Institute may have a clear understanding of their relative duties and obligations, the Superintendent shall be required to draft a set of regulations defining their respective duties, a copy of which, being approved by the Trustees, shall be furnished to each, and for every essential change in the said regulations the approval of the Trustees shall be necessary.

VI.—OF THE SUBORDINATE OFFICERS.

1. The instructors in the several departments, the Matron, and all other subordinate officers employed in the Institute, shall be appointed annually by the Board, at their July meeting, their term of service to commence on the first of October following such appointment.

2. They shall labor assiduously in their respective capacities to promote the object of the Institute, and shall so far as is practicable, co-operate with the Superintendent in its general management.

3. Their particular duties shall be prescribed by the Superintendent, in accordance with section eighteenth, of article fifth of these by-laws.

VII.—OF THE ATTENDING PHYSICIAN.

1. The attending physician shall be appointed annually by the Board at their July meeting, his term of service to commence on the first of October following his appointment.

2. He shall visit the Institute, upon the call of the Superintendent, and at such other times as he may think necessary or

proper, and shall render such medical and surgical services, except in capital operations, as shall be necessary for the pupils of the Institute, and, if the proper medicines are in the Institute, shall prepare the same for administration.

2. His compensation shall be fixed and paid by the Board of Trustees, and no charge shall be made to any pupil for medicine or medical attendance by the regular physician. The Superintendent shall have discretionary power to employ the aid of a consulting physician, but such consulting physician shall in no case supersede the regular one.

VIII.—OF THE INSTITUTE SESSION.

1. There shall be one session of the Institute in each year; commencing on the first Monday of October, and closing on the last Wednesday of July following, leaving a vacation of nearly ten weeks, and it shall be considered obligatory upon all of the pupils to spend the period of vacation at their respective homes.

IX.—OF THE ADMISSION AND DISCHARGE OF PUPILS.

1. All blind persons residing in the State of Indiana, who are between the ages of eight and twenty-one years, and who are not incapacitated by mental or bodily weakness for useful instruction, shall be considered eligible for admission as pupils of the Institute, but exceptions may be made in favor of cases which do not come within the age specified, but in every such case special action of the Board shall be required.

2. Pupils from the State of Indiana shall in all cases receive their boarding and tuition free of charge, but their clothing and other necessary expenses must be furnished or defrayed by their friends, or by appropriation of the Commissioners of the counties in which they severally reside.

3. Applicants from other States of suitable age and capacity may also be received as pupils, provided they shall in no case take precedence over those from Indiana, on payment of such rates of compensation for boarding and tuition as the Board in each case shall determine.

4. No applicant shall be received into the Institute, until the rules established by the Board for the admission of pupils shall have been complied with.

5. All of the regular pupils shall be required to be in attendance at the Institute, at the commencement of each session, and to remain until its close, unless prevented by sickness or other exigency; and in case of the failure of any pupil to comply with this requirement, without a sufficient reason, the right of such delinquent pupil to the privileges of the Institute shall be forfeited.

6. Pupils may be expelled for misconduct when they shall be adjudged by the Superintendent to be incorrigible, but for each act of expulsion the approval of the Board of Trustees shall be necessary. No pupil of mature years shall be expelled without an opportunity of vindicating himself from the charges preferred against him.

7. There being no limit fixed by law for the time during which a pupil may remain in the Institute, it shall be left to the Superintendent to determine in each individual case as to the proper time for dismissal, but he shall in no case discharge a pupil without the consent of the Board of Trustees.

8. Pupils who complete their course of instruction with credit to themselves, shall be furnished with a diploma by the Superintendent, signed by himself, and countersigned by the President and Secretary of the Board.

9. No pupil shall be graduated without the written recommendation of his or her respective teachers in the literary or work department, or both, as the case may be, addressed to the Superintendent, and filed among the papers of the Institute.

